

**STATE OF MAINE**  
**COMMISSION ON GOVERNMENTAL ETHICS AND ELECTION PRACTICES**  
**135 State House Station, Augusta, ME 04333**

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<b>2004 COMBINED FILING SCHEDULE - LEGISLATIVE, COUNTY AND MUNICIPAL CANDIDATES</b>
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**Election Dates:**

Primary Election	June 8, 2004
General Election	November 2, 2004

**Election Year Reports:**

<u><b>Type of Report</b></u>	<u><b>Filing Deadline</b></u>	<u><b>Reporting Period</b></u>
Semi-annual <sup>1</sup>	January 15, 2004	Beginning of campaign - December 31, 2003
6-Day Pre-Primary	June 2, 2004	Beginning of campaign <sup>2</sup> - May 27, 2004
42-Day Post-Primary	July 20, 2004	May 28, 2004 - July 13, 2004
6-Day Pre-General	October 27, 2004	July 14, 2004 - October 21, 2004
42-Day Post-General	December 14, 2004	October 22, 2004 - December 7, 2004

<sup>1</sup>This report is required only for candidates who have received contributions or made expenditures totaling more than \$500 before December 31, 2003. If the candidate filed a July 15, 2003 semi-annual report, the reporting period for the January 15, 2004 report begins on July 1, 2003.

<sup>2</sup>If the candidate filed a January 15, 2004 semi-annual report, the reporting period for the June 2, 2004 report begins on January 1, 2004. If the candidate filed a seed money report, the reporting period for the June 2, 2004 report begins on the first day after the reporting period for the seed money report.

**48-Hour Reports (see reverse side for candidates with a Maine Clean Election Act opponent)**

Candidates must disclose contributions and expenditures of \$1,000 or more made:

after May 27, 2004 and before 5:00 p.m. on June 6, 2004, and  
after October 21, 2004 and before 5:00 p.m. on October 31, 2004.

The report must be filed within 48 hours of receiving the contribution or making the expenditure, or by noon of the first business day after the transaction, whichever is later. *Please note that as of the printing of this schedule, there is legislation pending which would shorten this deadline to within 24 hours of the contribution or expenditure. If this requirement changes, the Commission will mail a revised filing schedule in April 2004.*

**Post-Election Semi-Annual Reports**

If a candidate's 42-Day Post-Election Report indicates a surplus or debt of more than \$50, the candidate must continue to file semi-annual reports on January 15 and July 15 of each year until the disposition of the surplus or debt has been disclosed. For candidates who lose the 2004 primary election, the first report is due by 5 p.m. on January 15, 2005, and must be complete as of December 31, 2004. For general election candidates, the first report must be filed by 5 p.m. on July 15, 2005, and must be complete as of June 30, 2005. Semi-annual reports may be postmarked by the filing deadline.

## **Filing Procedures**

A campaign finance report is timely filed when a properly signed copy of the report, substantially conforming to the disclosure requirements, is received by the Commission or municipal clerk (for municipal candidates) before 5 p.m. on the filing deadline. Any report may be faxed to the Commission at 287-6775 or municipal clerk's office (for municipal candidates) provided the original is received by the Commission or municipal clerk within 5 calendar days thereafter. A report that is sent by certified or registered U.S. mail and postmarked at least 2 days before the deadline is not subject to a penalty.

## **Additional Report for Maine Clean Election Act Candidates**

Legislative candidates participating in the Maine Clean Election Act must file a seed money report with their Request for Certification.

## **Additional Reports for Traditionally Financed Candidates with a Maine Clean Election Act Opponent**

Any legislative candidate who is not participating in the Maine Clean Election Act (MCEA), who has a MCEA opponent in an election, and who receives, or spends and obligates more than 1% in excess of the initial distribution amount for the MCEA opponent, must file an accelerated report (called a 101% Report). The report must be filed within 48 hours of reaching the 101% amount, and the report must state the candidate's total receipts, expenditures and obligations to date.

All traditionally funded candidates with a MCEA opponent are required to file three pre-election reports stating the candidate's total campaign contributions, obligations, and expenditures to date, unless the candidate files an affidavit by each deadline attesting that the candidate has not received, spent or obligated the amount that is 101% of the MCEA opponent's initial distribution amount:

<u><b>Type of Report</b></u>	<u><b>Filing Deadline</b></u>	<u><b>Reporting Period</b></u>
42-day pre-primary	April 27, 2004	Through April 25, 2004
21-day pre-primary	May 18, 2004	Through May 16, 2004
12-day pre-primary	May 27, 2004	Through May 25, 2004
42-day pre-general	September 21, 2004	Through September 19, 2004
21-day pre-general	October 12, 2004	Through October 10, 2004
12-day pre-general	October 21, 2004	Through October 19, 2004

A traditionally funded candidate with a MCEA opponent who is required to file a 101% report must also file an updated report with the Commission reporting any single expenditure of \$750 or more by candidates for State Senator or \$500 or more by candidates for State Representative made:

after May 25, 2004 and before 5:00 p.m. on June 6, 2004, and  
after October 19, 2004 and before 5:00 p.m. on October 31, 2004.

The report must be submitted to the Commission within 48 hours of the expenditure, or by noon of the first business day after the expenditure, whichever is later. *Please note that as of the printing of this schedule, there is legislation pending which would shorten this deadline to within 24 hours of the expenditure. If this requirement changes, the Commission will mail a revised filing schedule in April 2004.*

## **Candidates from Elections Prior to 2004**

Candidates from elections prior to 2004 who continue to have a surplus or debt of more than \$50 must file semi-annual reports until they have disclosed how they have disposed of the surplus or debt.

<u><b>Type of Report</b></u>	<u><b>Filing Deadline</b></u>	<u><b>Reporting Period</b></u>
Semiannual	January 15, 2004	July 1, 2003 - December 31, 2003
Semiannual	July 15, 2004	January 1, 2004 - June 30, 2004
Semiannual	January 15, 2005	July 1, 2004 - December 31, 2004